



AUGUST 28, 2025

AMES TRANSIT AGENCY BOARD OF TRUSTEES

The Ames Transit Agency Board of Trustees met on August 28, 2025, at 4:30 p.m. in the CyRide Conference room. President Boland called the meeting to order at 4:30 p.m. with Trustees Neal, Norton, and Schainker present.

APPROVAL OF JULY 17, 2025, MINUTES:

Trustee Neal made a motion to adopt the July 17, 2025, Transit Board minutes as presented; Trustee Norton seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

PUBLIC COMMENTS:

Grant Olsen provided input regarding service on the 2 Green and 7 Purple routes.

AGENCY SAFETY PLAN – ANNUAL REVISION AND CERTIFICATION:

Director Neal requested approval to recertify CyRide's Agency Safety Plan (ASP). The Federal Transit Administration (FTA) requires transit systems that receive federal funds under Urbanized Area Formula Grants to develop and maintain ASPs and have them annually reviewed, updated, and approved by the governing board.

Director Neal recommended approval of Alternative #1 to approve the ASP as presented, which would continue to reinforce our safety culture, ensure compliance with FTA regulations, and maintain our ability to receive federal funding.

Trustee Neal made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

ON-CALL ARCHITECTURE AND ENGINEERING SERVICES CONTRACT CHANGE ORDER:

Director Neal requested approval of a change order to CyRide's Architecture and Engineering (A&E) Services contract. Typically, CyRide budgets \$50,000 a year for A&E services to help with Capital Improvements Plan projects, grant applications, and general facility repairs. For FY 2025, the A&E firm worked on eleven projects for CyRide, including the Maintenance Shop Improvements project and the Fire Protection Improvements project. CyRide issued its standard annual Purchase Order No. 64805 for \$50,000 in FY 2024. The A&E firm has an additional \$53,758.10 billed. To pay the remaining balance, funding is available from the Maintenance Shop Improvement Project, which was completed under budget and has \$55,658 left in unallocated local funds.

Director Neal requested board approval of Alternative #1, to approve the change to Purchase Order No. 64805, which would bring the total contract amount to \$103,524.03. Doing so would ensure all work performed under the on-call services contract is funded and support CyRide's long-term facility improvement and capital planning goals.

Trustee Norton made a motion to approve Alternative #1; Trustee Neal seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

GMV SYNCROMATICS ONE-YEAR CONTRACT EXTENSION:

Director Neal requested approval of a one-year contract extension to GMV Syncromatics of Los Angeles, CA. CyRide uses Intelligent Transportation Systems (ITS) technology on all the buses. ITS technology provides multiple services for passengers, including ADA-required audible announcements, visual indication of upcoming stops, and real-time bus location information. The one-year contract extension would allow CyRide to continue utilizing the existing ITS equipment without the expense of a full-system replacement.

Director Neal recommended approval of Alternative #1 to approve extending the existing contract with GMV Syncromatics by one year for \$116,590. It would allow CyRide to meet regulatory requirements and continue to provide valuable information to passengers.

Trustee Neal made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

APPROVAL OF PLANS AND SPECIFICATIONS FOR 2025 BATTERY ELECTRIC BUS FACILITY IMPROVEMENT PROJECT:

Director Neal requested approval for the release of plans and specifications for the Battery Electric Bus (BEB) Facility Improvement Project. In June, the board approved the purchase of charging equipment necessary to support the BEBs expected to arrive in the fall of 2025. The plans and specifications call for the installation of two ChargePoint chargers and four dual dispensers at the front of bus storage lanes 1 and 2. \$54,986 is budgeted for the hardware, which was included in the FY 2025 Capital Improvements Plan; however, the current cost estimate from CyRide's A&E consultant is \$165,344, which includes a 5% contingency. CyRide recommends using funds from the Battery Electric Bus Reserve Fund to cover the shortfall.

Director Neal requested board approval of Alternative #1, to release the plans and specifications for the 2025 Battery Electric Bus Facility Improvement Project, which will provide the infrastructure needed to reliably operate the new buses and ensure CyRide is prepared for their arrival.

Trustee Neal made a motion to approve Alternative #1; Trustee Schainker seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

MONTHLY REPORT:

Public Transit Infrastructure Grants (PTIG) Funding: CyRide will start working with the A&E firm to develop plans and specifications for the Steam Cleaning In-Ground Hoist Replacement Project.

Digital Displays on Campus: Five additional real-time information displays were installed at Student Innovation, Design, Parks Library North, Kildee, and Bessey.

Swiftly: CyRide's new real-time passenger information service provider, Swiftly, has been working with CyRide to prepare for the new school year. Service is now active for passengers using the Transit App.

Token Transit: Token Transit's use in the community has continued to expand. ISU Staff and Faculty members can purchase passes on the app. CyRide is also offering the Summer, Fall, School Year, and Winter passes.

Annual IPTA and Iowa DOT State Roadeo: Alfredo Martinez was recognized as CyRide's Driver of the Year. The state Roadeo was cancelled due to severe weather.

CTAA SUN Conference: CTAA highlighted CyRide during a presentation studying successful small urban transit systems across the country.

Quarterly Report: The fourth quarter report was reviewed with the board.

Fall meeting dates:

- September 25, 4:30 p.m.
- October 16, 4:30 p.m.
- November 20, 4:30 p.m.
- December 18, 4:30 p.m.

Adjourn: Trustee Neal made a motion to adjourn at 4:55 p.m.; Trustee Norton seconded the motion. (Ayes: 4 Nays: 0) Motion carried.

Emily Boland, President

Cheryl Spencer, Recording Secretary